

Regular Meeting
Monday, August 1, 2011
6:00 pm
Chowan County Public Safety Center
305 West Freemason Street

MINUTES

The Chowan County Board of Commissioners held a regular meeting on Monday, August 1, 2011 at 6:00 pm in the Chowan County Public Safety Center, 305 West Freemason Street Edenton NC. Present: Chairman Eddy Goodwin, Vice Chairman Keith Nixon, Commissioners Ellis Lawrence, Jeff Smith Emmett Winborne, Ralph Cole and John Mitchener. Staff Present Finance Officer Lisa Jones; County Manager Paul Parker and Board Clerk Susanne Stallings.

Chairman Eddy Goodwin called the meeting to order and led the pledge of allegiance. Commissioner Nixon provided the invocation.

Public Comment

Chairman Goodwin asked for any public comment, there was none.

Consent Agenda

Chairman Eddy Goodwin then presented the Consent Agenda.

Tax Release and Collector's Report (attached)

| | | |
|---------------|-----------|---------------------------|
| Brown, C. | \$ 384.63 | Building sold |
| Caldwell, R. | 332.77 | Incorrect value on boat |
| Hollowell, M. | 1,307.80 | Senior exemption |
| Johnson, P. | 438.75 | Veteran exemption |
| Jolly, A. | 243.75 | Senior exemption |
| Sams, R. | 289.32 | Listed on another account |
| Warwick C. | 2,205.45 | Parsonage exempt |

Approval of Minutes

Approval of the minutes of the July 5, 2011 and July 18, 2011 meetings.

Board Clerk Susanne Stallings noted a correction to the minutes of July 5, 2011 (p. 2 paragraph 2).

Recommended Budget Amendments

BA-1112-005

| | | | |
|----|-----|----------|--|
| 60 | EMS | \$ 5,000 | Increase fund balance appropriated for donations received for EMS/Rescue |
| 60 | EMS | \$ 5,000 | Increase expenditures for EMS share of statewide benevolence fund |

BA-1112-006

| | | | |
|------|-----------------|----------|--|
| 3990 | Fund Bal Approp | \$ 1,740 | Increase fund balance appropriated for revenue received from a Chowan Hospital Foundation grant received in FY 10-11 for the Expanded Food & Nutrition Education program |
| 4952 | Ag Ext | \$ 1,740 | Increase expenditures for EFNEP program including salary, benefits and food preparation supplies (grant carryover) |

BA-1112-007

| | | | |
|------|-----------------|----------|---|
| 3990 | Fund Bal Approp | \$ 1,282 | Increase fund balance appropriated for revenue received from a Chowan Hospital Foundation grant received in FY 09-10 for the Recreation Dept fitness arcade |
| 6132 | Recreation | \$ 1,282 | Increase fitness arcade expenses including salary and equipment (grant carryover) |

BA-1112-008

| | | | |
|------|------------------|----------|--|
| 3990 | Fund Bal Approp | \$ 3,683 | Increase fund balance appropriated for balance remaining for office move/consolidation |
| 8200 | Central Services | \$ 3,683 | Increase expenditures for office move/consolidation |

Commissioner Nixon moved that the Board approve the consent agenda as presented. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Board Appointments**JCPC Council**

The chairman noted that there is one remaining at-large vacancy on this Board. One application has been received and is attached to the Board packet.

Commissioner Cole moved that the Board appoint Dee Spruce. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Chowan County Board of Adjustment

Chairman Goodwin noted that Mr. Harry Rosenblatt has submitted a letter of resignation from the County Board of Adjustment effective July 31, 2011. He stated that there is one eligible application on file as the applicant lives on the boarder at the Town/ETJ boundary.

Commissioner Mitchener moved that the Board appoint Tanya Parrish. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Library Board of Trustees

Chairman Goodwin stated that four trustee Board members are eligible for reappointment. There are no additional applications on file. The Library Board has recommended reappointment of the following members:

- David Blomquist
- Dennis Robinson
- John Fox
- Jolyquin Belfield

Commissioner Cole moved that the Board approve the appointment. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Chowan County Joint Community Advisory Committee

Chairman Goodwin noted that applications have been reviewed for this appointment and the Albemarle Commission, Regional LTC Ombudsman has recommended appointment of Ms. Lucille Sharpe to the Community Advisory Committee.

Commissioner Smith moved that the Board appoint Lucille Sharpe. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Community Health Assessment

Nancy Morgan, Lisa Spry and Dana Hamil, representatives from Albemarle Regional Health Services and Three Rivers Health Carolinians presented the Community Health Assessment to the Board. A copy of the PowerPoint is in the meeting file labeled August 1, 2011.

Planning Items

Planner Landin Holland presented the following requests:

Text Amendment –

Amendment to the Chowan County Zoning Ordinance to allow for the development of recycling centers as a special use in the A-1, B-1, B-2, I-1 and I-2 districts. Mr. Holland stated that currently this use is only allowed in the I-1 district and based on the County zoning map, the area that is zoned I-1 has covenants that does not allow for the storage of debris. He stated that restrictions in a Special Use Permit would not allow the site to be within 500' of a residential property, not be over 5 acres in size, no debris on site for more than 30 days, landscaping requirements and not allowed in the Highway Corridor Overlay District.

Commissioner Smith stated his concern if such a business closed would there be any requirements for clean up. He also stated his concern over chemical run-off.

Mr. Holland stated that the county would rely on DENR and EPA to regulate all environmental concerns which is a requirement with permitting such a business.

Steven Johnson the applicant stated that all antifreeze and oil are recycled and that his business is permitted and monitored by DENR.

Commissioner Nixon stated his concern over the covenants at the industrial park and stated that he was in favor of green energy businesses such as the proposed business. He stated his main concern was the need for more review on his part.

Chairman Goodwin stated that he felt the Johnsons have the right to develop a business and that it is good for Chowan County.

Mr. Holland stated he felt certain the Planning Board would scrutinize the application.

Commissioner Winborne stated his support of the request and felt that the environmental concerns would be regulated during the application process. He stated his only concern was theft for metal to be sold.

Mr. Holland stated this is one item that is address with fingerprinting with the sale.

Commissioner Nixon moved that the Board open a public hearing. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Chairman Goodwin called for public comment, there was none.

Commissioner Smith moved that the Board closed the hearing. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Commissioner Mitchener moved that the Board approve the text amendment as presented. Chairman Goodwin asked for all in favor, the motion passed (6-1 Nixon).

Resolution – Acceptance of parcel divided by the Edenton ETJ and Chowan County boundary

Mr. Holland presented the following resolution for the Board's consideration.

**Resolution by the Chowan County Board of Commissioners to accept
Parcel #2 of 126 Shannonhouse Road
into the County's Planning Jurisdiction**

WHEREAS, the Chowan County Board of Commissioners have been petitioned by the Town of Edenton Town Council to accept Parcel #2 at 126 Shannonhouse Road (see attachment) into the Chowan County Planning Jurisdiction; and

WHEREAS, the County Planning Staff has reviewed the request and recommends that the request for release be approved; and

WHEREAS, Parcel #1 at 126 Shannonhouse Road will remain in the Town's Planning Jurisdiction; and

WHEREAS, the acceptance of this lot will allow the parcel to become a conforming lot under the County's planning regulations;

NOW THEREFORE BE IT RESOLVED, that the Chowan County Board of Commissioners does hereby approve the acceptance of Parcel #2 into its planning jurisdiction.

Mr. Holland stated the ETJ divides the property and the Town has agreed to relinquish the property.

Being no further discussion, Commissioner Smith moved that the Board approve the resolution as presented. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

External Board/Committee Reports

Chairman Goodwin stated the Board members are asked to report on the activities of the external boards to which they have been appointed.

Commissioner Smith stated that groups of parties involved are still meeting and discussing ADJ and more information will come.

Information Technology Annual Report

IT Director Joe Sliva provided the Board with an update on the annual activities of the IT Department. A copy of the PowerPoint is in the meeting file labeled August 1, 2011.

Elections Annual Report

Elections Director, Rebecca Lowe provided the Board with an update on the annual activities of the Elections Department. A copy of the PowerPoint is in the meeting file labeled August 1, 2011.

Finance Officer Report

Due to the auditor being in the County the finance will be provided at the 2nd meeting this month.

Mediacom cable franchise

Mr. Parker stated that Mediacom's cable franchise will expire on March 1, 2014. He stated that the ordinance would be sent for the attorneys to review and negotiate. He stated that the State negotiates and approves the franchise as it is out of the County's hands.

The Board discussed concerns over Mediacom and Chairman Goodwin requested that a survey be conducted for the County to use if and when negotiations begin for the cable franchise.

Edenton Chowan Schools – Capital Outlay project request

Ms. Jones presented a request from the School system for total projected costs in the amount of \$183,500.

Mr. Parker stated that projects #2,5 and 6 are eligible for lottery monies.

Ms. Jones stated that \$205,000 remains available for lottery projects.

Chairman Goodwin stated the schools should check into what is eligible, apply for lottery proceeds and then look at the land transfer funds for the ineligible projects.

Manager Items

County Manager Paul Parker updated the Board on the following items:

- Shepard Pruden Memorial Library request for \$5,000 as a supplement to the library budget.

Commissioner Cole stated he would be in support of this request.

Chairman Goodwin stated the County is paying the Board of Trustees annually and asked what is being done with that money. He asked if the Board is keeping a fund balance.

Commissioner Nixon stated that he has an issue with the request because the budget was recently adopted and did not want to start amending the budget. He stated the County is paying \$2.6 million on the building and he felt it was important to build the fund balance and pay off loans.

Commissioner Winborne stated he did not support this request because the budget was just adopted and he would not support allocating more money to the library.

No motion was made on the request, no action was taken.

- COA request

Mr. Parker presented a request from COA for additional work to be done to the campus. He stated that monies for additional mowing, landscaping could be located within the budget however the man power for power washing and repair of potholes is not within the current budget.

Commissioner Winborne stated the sign that is currently in storage could be put back up.

Commissioner Nixon asked if inmates could do some of the weeding. He stated the monies in the utilities line could assist with the additional costs.

Mr. Parker stated his concern with the lack of funds in the budget.

Commissioner Nixon said he felt the campus should be presentable and the monies could be found within the budget.

Lynn Hurdle Winslow stated she could work with the manager to address some of her concerns.

Chairman Goodwin stated he would like for the manager to remedy this issue.

- Update on Health Department Relocation

Mr. Parker stated that the transition committee has met, the scope of work is complete and bids will be awarded.

Timely and Important Matters

Chairman Goodwin announced a contest for a County Motto, He provided information on a grant writing seminar.

Commissioner Nixon stated he spoke with a rep from Golden Leaf to see where the County stands on the \$2 million. He stated he was informed the monies are still there and Golden Leaf will contact the County soon.

Executive Session

Being no further business, Commissioner Smith moved that the Board go into Executive Session in accordance with NCGS 143-318.11(a) (1) & (3)

Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

The minutes of the executive session are sealed.

Commissioner Nixon moved that the Board close the executive session. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Henderson Dr. Property (817 B Soundside Rd.)

Commissioner Mitchener moved that the Board advertise for the 10 day upset bid period the sale of surplus property with bids beginning at \$10,000.

Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Adjourn

Being no further business before the Board, the meeting was adjourned

Chairman
Edward C. Goodwin

Clerk